

**PART 5.**  
**2002 HOUSING OPPORTUNITIES FOR PEOPLE**  
**WITH HIV/AIDS**  
**ANNUAL PERFORMANCE REPORT**

**May 2003**

## **HOPWA 2002 Performance Summaries**

These charts are to be used in connection with the narrative portion of the Consolidated Annual Performance and Evaluation Report (CAPER). Under that annual report, grantees address their actions during the operating year and report on performance of Federal and other funds. The HOPWA grantee is required to provide a narrative statement on the how the HOPWA-related activities address strategic plan objectives. The grantee will evaluate progress in providing affordable housing, and progress in addressing the needs of homeless persons and the special needs of persons that are not homeless but require supportive housing, including person with HIV/AIDS and their families.

The two performance charts will also help illustrate progress in leveraging resources by providing a means to report on the grantee's progress in obtaining "other" public and private resources that address needs identified in the plan. The HOPWA section of the CAPER also requires that grantees provide a narrative with information on what other resources were used in conjunction with HOPWA-funded activities. These charts provide a method to illustrate this use of other resources in addressing the housing needs of persons living with HIV/AIDS and their families.

Name of HOPWA Grantee: Community, Trade and Economic Development

Report covers the period: \_01/01/02 to 12/31/02

**Performance Chart 1 -- Actual Performance. Types of Housing Units Dedicated to Persons with HIV/AIDS which were Supported during the Operating Year**

Type of Unit:	Number of units with HOPWA funds	Amount of HOPWA funds	Number of units with Grantee and other funds	Amount of Grantee and other funds	Deduction for units reported in more than one column	TOTAL by type of unit
1. Rental Assistance	68	205982.00				68
2. Short-term/emergency housing payments	391	286099.00	28	7997.00		419
3-a. Units in facilities supported with operating costs	10	131971.00	6	125356.00	6	10
3-b. Units in facilities that were developed with capital costs and opened and served clients						
3-c. Units in facilities being developed with capital costs but not yet opened						
Subtotal	469	624052.00	34	133353.00	6	497
Deduction for units reported in more than one category	22					22
TOTAL	447	624052.00	28	133353.00		475

Performance is measured by the number of units of housing that were supported with HOPWA or other Federal, State, Local and private funds for the purposes of providing housing assistance or residential support to persons living with HIV/AIDS and their families. This chart does not directly measure supportive service costs.

To the degree possible, the following guidelines were used in this report and information was segregated on this basis:

ROWS:

**1. Rental assistance** means as some form of on-going rental housing subsidy for the individual or household, such as tenant-based rental assistance payments or other scatter-site units that may be leased by the client, where the amount is determined based in part on household incomes and rent costs. Project-based costs should be counted in the operation costs category.

**2. Short-term or emergency housing payments** means some form of limited subsidy, a one-time emergency payment, or payments made over a limited time period to prevent the homelessness of a household, eg. HOPWA short-term rent, mortgage and utility payments within a 21 week period. Costs for housing associated with transitional care programs should be counted in this category, if assistance is expected to end within about six months for the majority of clients. If transitional support is generally expected to be for longer periods, please report these units in another category, most likely as operation costs.

**3-a. Units in facilities supported with operating costs** means units and costs for leasing, maintaining or operating the housing facility, such as a community residence, SRO dwelling or other multi-unit dwelling; project-based rental assistance and sponsor leasing costs should be counted in this category as well as costs for minor repairs or other maintenance costs, costs for security, operations, insurance, utilities, furnishings, equipment, supplies, other incidental costs in providing housing to clients in these units. Supportive service costs associated with programs, skills development, child care, health-care etc. should not be counted in this report on housing costs.

**3-b. Units in facilities that were developed with capital costs and opened and served clients** means units and costs for the development or renovation of a housing facility, such as a community residence, SRO dwelling or other multi-unit dwelling, where costs for acquisition of the unit, new construction or conversion; substantial or non-substantial rehabilitation of the unit were expended during the period and the number of units reported were used by clients for some part of this period.

**3-c. Units in facilities being developed with capital costs but not yet opened** means units and costs for the development or renovation of a housing facility, such as a community residence, SRO dwelling or other multi-unit dwelling, where costs for acquisition of the unit, new construction or conversion; substantial or non-substantial rehabilitation of the unit were expended during the period BUT the unit was still in development and not yet used by a client during the period. Please do not report “planned” units for which no capital costs or related pre-development costs were incurred during this period.

After providing a subtotal of the number of units from all categories, please use the **Deduction for units reported in more than one category** line to correct for duplication in the number of units. Please estimate, to the degree possible, the number that were reported in more than one category, e.g. a household received a short-term rent payment and then continued under a tenant-based rental assistance program in the same unit of housing, or funds were used to renovate ten units in a facility and operating costs for these units was also expended for part of the year.

**TOTAL** means the non-duplicated number of units of housing that were dedicated to persons with HIV/AIDS and their families that were supported with HOPWA and other funds, during this operating year.

#### COLUMNS:

**Amount of Grantee and other funds** means the amount of funds that were expended during the reporting period from non-HOPWA sources that are under the control of the Grantee or sponsors in dedicating assistance to this client population. Please do not count Ryan White CARE Act funds or other assistance that is not directly providing housing assistance or other residential support, to the degree that this practicable.

Similarly, in adding the total of units by funding sources (HOPWA and by Grantee and other funds) please use the **Deduction for units reported in more than one column** line to correct for duplication in the number of units, e.g. if more than one funding source is used for that unit, this is especially likely in capital development. Please estimate to the degree possible the number that were reported in more than one column.

**TOTAL by type of unit** means the non-duplicated number of units of housing (by type of housing) that were dedicated to persons with HIV/AIDS and their families and that were supported with HOPWA and other funds, during this operating year. For example, this would show the number of units of rental assistance that were dedicated to this population in this community during the year from all funding sources.

Name of HOPWA Grantee: State of Washington

Report covers the period: 1/1/02 to 12/31/02

**Performance Chart 2 -- Comparison to Planned Actions, as approved in the Action Plan/Consolidated Plan for this Operating Year (Estimated Numbers of Units)**

Type of Unit:	Estimated Number of Units by type in the approved Consolidated Plan/Action Plan for this operating year	Comment, on comparison with actual accomplishments (or attach)
1. Rental Assistance	35	68
2. Short-term or emergency housing payments	332	419
3-a. Units in facilities supported with operating costs	10	10
3-b. Units in facilities that were developed with capital costs and opened and served clients		
3-c. Units in facilities being developed with capital costs but not yet opened		
Subtotal	377	497
Deduction for units reported in more than one category		
TOTAL	377	497

Performance Chart 2 repeats information from the plan that was approved for HOPWA-related activities under the grantee's Consolidated Plan/Action Plan. This information reports the estimated number of units that were planned for this operating year with HOPWA, grantee and other funds.